



## **CODE OF CONDUCT AND COMPLAINTS PROCESS FOR ACTIVE AND SUPPORTING MEMBERS AND PARENTS**

By-law of the Clifton Rowing Club

The primary role of the Clifton Rowing Club is to promote and maintain the health and wellbeing of our athletes (in both competitive and non-competitive environments) whilst advancing participation in the sport of rowing and instilling an appreciation for teamwork, discipline, fitness and self-worth.

This requires us all to be focused on the preparation and competition that comes with being part of the sport and to ensure that personal conduct does not inhibit performance, enjoyment or bring the Club into disrepute at any time.

Therefore as an **ACTIVE MEMBER** of the Clifton Rowing Club, it is understood that:

### **ATTENDANCE**

- I must learn and know my training times.
- Inform my coach in advance of missing a training session.
- Arrive and be fully prepared for training at least 5 minutes prior to the given time.
- Learn and know regatta travel times and convey them to my parents/guardian.
- Understand that the failure to consistently attend training not only affects my performance but also the entire crew and my selection into further crews.

### **BEHAVIOUR**

- I will respect and listen to my coach, manager/parent help and the coxswain while at training and regattas.
- My physical appearance and attitude is representative of myself and my crew. I will represent myself, my School and Clifton Rowing Club in a respectful manner.
- The possession or use of illegal drugs and tobacco is strictly prohibited at all times.
- The possession or use alcohol is strictly prohibited during training and the day of regattas. In the evenings, only those athletes over 18 years of age may consume alcohol (sensibly) if no longer competing.
- I agree to abide by team rules concerning times of restriction such as cell phone use, 'lights out' and other rules of personal conduct when away at regattas and training camps.
- Media within my possession (movies, printed material and music) should reflect well on the Club, my School and myself.
- My behaviour at training and regattas must be conducted with personal and team safety in mind.
- I understand the Club has zero tolerance to bullying, including via social media and digital communication, and I will abide by this rule.

### **EQUIPMENT**

- Clifton Rowing Club equipment including boats, oars, cox boxes, ergs and weights equipment are club property. I agree to treat all Clifton Rowing Club property and equipment with due respect in an effort to avoid damage and wear.
- I agree to abide by the Health, Safety & Environment rules of Clifton Rowing Club.
- I will report damage of club or gym property to my coach or trainer in a timely manner.

### **EFFORT**

- Rowing is a team sport and I am not more important than the team.
- Training is physical and mental preparation for racing. Therefore in order to perform to my best on race day I need to put in my best efforts at training and regattas.
- Crew selections are made by coaching staff in the interests of the whole squad and they may not always be consistent with my own personal interests.



- Objective measures such as erg times and seat racing may be used to select crews however; the Coaches' professional observations of athleticism, attitude and effort will be among their first considerations in selecting crews.

As a **PARENT of an Active Rower** of the Clifton Rowing Club, it is understood that:

**I WILL:**

- encourage my child to abide with the rules and respect officials' and coaches' decisions.
- teach my child to respect the efforts of their opponents.
- remember that children learn best by example so I will applaud good performances by both my child's team and their opponents.
- give positive comments that motivate and encourage continued effort.
- support my child's efforts and performance.
- thank the coaches, officials and other volunteers who give their time to conduct the event for my child.
- help when asked by a coach or official.
- accept the decision of the coach/coaching team.
- respect the rights, dignity and worth of all people involved in the sport, regardless of their gender, ability or cultural background.

**I WILL NOT:**

- pressure my child in any way – I know that this is their sport not mine.
- arrive at the venue intoxicated or over-indulge in alcohol if staying at the rowers accommodation.
- smoke or use drugs at club facilities or events.
- use bad language, nor will I harass coaches, officials or other spectators.
- criticise or ridicule my child's performance after the event.

As a **SUPPORTING MEMBER** of the Clifton Rowing Club, I understand that:

**I WILL:**

- respect officials' and coaches' decisions.
- respect the efforts of our opponents.
- applaud good performances by both our Club and their opponents.
- give positive comments that motivate and encourage continued effort.
- thank the coaches, officials and other volunteers who give their time to conduct the event.
- help when asked by a coach or official.
- accept the decision of the coach/coaching team.
- respect the rights, dignity and worth of all people involved in the sport, regardless of their gender, ability or cultural background.

**I WILL NOT:**

- arrive at the venue intoxicated or over-indulge in alcohol if staying at the rowers accommodation.
- smoke or use drugs at club facilities or events.
- use bad language, nor will I harass coaches, officials or other spectators.
- criticise or ridicule anyone's performance after the event.



## **COMPLAINTS PROCESS**

- A complaint will be addressed if it relates to someone at the Club and either occurs at the Club, during training, via social media/digital communication, or during a camp or regatta.
- In the first instance, the affected party is to contact either the Club Captain, Coach, or Club Committee Member (as per the generalised processes outlined below).
- If the matter is not resolved (or cannot be resolved) through these processes by the Club, then the Athlete/Coach/Supporter/Club can seek free independent advice via a complaints and mediation service offered by Sport New Zealand. To lodge a complaint or dispute or to get advice at any stage of the process, please call [0800 493 612](tel:0800493612) or visit the [Sport and Recreation Complaints and Mediation Service](#) website.

## **GENERAL PROCESS FOR MISBEHAVIOUR - ATHLETE**

- In the event of any significant misbehaviour by an Athlete(s) during training, the following series of actions will endeavour to be taken:
  1. The issue will be brought to the attention of the Club Captain and/or Coach.
  2. The allegation/observed misbehaviour will be communicated to the athlete by the Club Captain and/or Coach and attempts made to remedy the matter (if ultimately not considered significant).
  3. If the matter is deemed significant, the athlete will be removed from boat/training/racing and asked not to attend the club while the matter is being addressed.
  4. A Committee/Coach/Parent/Athlete meeting will then be arranged to discuss the allegation/observed misbehaviour and the rowers potential future involvement in the Club.
  5. The final decision to suspend or expel a member will rest with the President and Club Committee under the rules defined in the Club Constitution and the entire process is to be consistent with the rules of natural justice.
- Serious misconduct, e.g. illegal drug taking, theft, sexual charges or any other criminal offences that could bring the Club (or Athlete's School) into disrepute will result in instant dismissal from the Club.

## **GENERAL PROCESS FOR MISBEHAVIOUR – COACH/PARENT/SUPPORTER**

- In the event of any significant misbehaviour by a Coach/Parent/Supporter, the following series of actions will endeavour to be taken:
  1. The issue will be brought to the attention of the Club Committee.
  2. The allegation/observed misbehaviour will be communicated to the Coach/Parent/Supporter by a Club Committee Member and attempts made to remedy the matter (if ultimately not considered significant).
  3. If the matter is deemed significant, the Coach/Parent/Supporter will be asked to not attend the club while the matter is being addressed.
  4. A Committee/Coach/Parent/Supporter meeting will be arranged to discuss the allegation/observed misbehaviour and the Coach/Parent/Supporter potential future involvement in the Club.
  5. The final decision to suspend or expel a coach/parent/supporter will rest with the President and Club Committee under rules defined in the Club Constitution or Coaching Contracts, and are to be consistent with the rules of natural justice.
- Serious misconduct, e.g. illegal drug taking, theft, sexual charges or any other criminal offences that could bring the Club into disrepute will result in instant dismissal from the Club.